



April 2, 2012

**LAK – VROOMAN ROAD
VROOMAN ROAD IMPROVEMENT PROJECT
PID NO. 85131
REQUEST FOR PROFESSIONAL SERVICES
RESPONSE DATE: MAY 4, 2012 4:30 PM**

Project Description:

Vrooman Road (County Road 227) is located in Leroy and Perry Townships, Lake County, Ohio. This transportation facility is approximately 3.05 miles long (16,100'); extending from its southern terminus at the five-point intersection of State Route 86 (SR-86), County Road 208 (Leroy Center Road) and County Road 210 (Huntoon Road) in Leroy Township; to its northern terminus, State Route 84 (SR-84, aka South Ridge Road, and Madison Avenue), in Perry Township.

The Vrooman Road Improvement Project (PID 85131) proposes the improvement of approximately 0.83 miles (4400') of Vrooman Road extending from the I-90 interchange to the edge of the southern escarpment of the Grand River Valley. This section of Vrooman Road passes through relatively level but slightly sloping, descending terrain. Land use/land cover adjacent to the east side of Vrooman Road consists primarily of forest cover and is owned by the Lake Metropark's District (Indian Point Park). Land use/land cover adjacent to the west side of Vrooman Road is composed primarily of single-family homes.

The proposed improvements will include pavement and shoulder reconstruction, widening and drainage. The alignment and profile will generally match existing as much as possible providing for sight distance and other safety requirements. There are homes close to the existing pavement where property acquisition is to be avoided. Creative alignment, profile, guardrail and drainage designs may be needed to avoid these properties. Other ancillary improvements will be included in the project as necessary. The northern terminus must match the alignment and grade of the Vrooman Road Bridge Project (PID 5669) currently under development. The southern terminus must match the alignment and grade of the I-90/Vrooman Interchange.

The selected consultant will develop final plans in accordance with ODOT's PDP, steps 5 and 6. The project will be administered in accordance with ODOT's LPA process. Project details will conform to Lake County and ODOT standards as applicable. The final plans must comply with the commitments of the approved project environmental documentation and record of decision.

Final plans must be completed and ready for sale consistent with the schedule for the Vrooman Road Bridge Project. It is the County's intent to bid the bridge and the roadway as a two (2) part construction project.



REQUIREMENTS FOR THE LETTER OF INTEREST

A. General Instructions for Preparing and Submitting a Letter of Interest

1. Provide the information requested in hardcopy in the Letter of Interest Format (Item B below), in the same order listed, and an original letter signed by an officer of the firm. Do not send additional forms, resumes, brochures, or other material.
2. Letters of Interest shall be limited to ten (10) single-sided pages including cover letter and single page schedule. Provide five (5) original sets of letter of interest packet.
3. Please adhere to the following in preparing and binding letters of interest:
 - a. Provide a minimum of one and one half (1.5) inch top margin on all sheets.
 - b. Page numbers must be centered at the bottom of each page.
 - c. Use eight and one half (8.5) inch by eleven (11) inch bond weight paper only.
 - d. Bind letters of interest by stapling at the upper left-hand corner only. Do not utilize any other binding system.
 - e. Do not provide tabbed inserts or other features that may interfere with machine copying.
4. Faxed copies will not be accepted.
5. Letters of Interest must be received by 4:30 pm EST on the due date.

B. Letter of Interest Format

1. List the types of services for which your firm is currently pre-qualified by ODOT, and list significant sub consultants, their current pre-qualification categories, and the percentage of work to be performed by each sub consultant.
2. List the Project Manager and other key staff members, including key sub consultant staff. Include breakout of project engineers, inspectors and other staff members that will be responsible for the project. Also indicate the number of such personnel available for assignment to this project.
3. Provide a representative listing of projects similar in scope and size to the proposed project that has been performed by the firm.
4. Briefly describe the experience of personnel within the firm on similar projects.
5. Briefly describe the technical capability within the firm.
6. List the present workload of the firm relative to capacity and availability to provide requested services.
7. Briefly describe your technical project approach.